



OFFICE OF THE NATIONAL COMMANDER
NATIONAL HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

1 January 2008

MEMORANDUM FOR ALL CAP MEMBERS

FROM: CAP/CC

SUBJECT: Nondiscrimination

1. Civil Air Patrol prohibits discrimination based on race, sex, age, color, religion, national origin, or disability. Nondiscrimination in CAP is mandated by our Constitution, Federal law, Department of Defense Directives, and both CAP and Air Force regulations. CAPR 36-2, *Complaints Under the Civil Air Patrol Nondiscrimination Policy*, states our Nondiscrimination Policy and details procedures for addressing alleged violations of that policy.
2. All CAP members will adhere to the Civil Air Patrol Nondiscrimination Policy. Failure to do so will be dealt with in the strongest terms allowed under CAP regulations.
3. Commanders at all levels are responsible for ensuring that members under their command are aware of and adhere to the nondiscrimination policy. In addition, commanders at all levels will consider diversity in their member recruitment efforts.
4. Allegations of violations of the CAP Nondiscrimination Policy will be sent to the Equal Opportunity Officer (EOO), Col William S. Charles, or the National Headquarters Equal Opportunity Administrator (EOA), Mr. Gerry Rosenzweig. Submission of allegations and/or complaints directly to the CAP/EOO, or the EOA, will not be considered a violation of the chain of command.
 - a. Complaints of harassment and/or hazing are to be handled under the CAP Inspector General Complaints program and not under the Nondiscrimination Policy.
 - b. Those wishing to submit a discrimination complaint should review CAPR 36-2 for procedures and guidance. Additional guidance may also be obtained by contacting the EOO or EOA.
 - c. The CAP/EOO, Col W. Charles can be contacted at 248-486-5503, wcharles@cap.gov or postal at 61957 Ticonderoga #6, South Lyon, Michigan 48178.
 - d. The Equal Opportunity Administrator can be contacted at (877) 227-9142 extension 228, grosenzweig@cap.gov, or by writing to CAP/EXS; 105 South Hansell Street; Maxwell AFB, AL 36111.
5. A copy of this letter should be posted at every unit location or made available to all members in the unit. Additionally, commanders at every level will ensure that the CAP Nondiscrimination Policy is briefed to all members within their respective commands during the first calendar quarter of 2008.
6. Any questions concerning this policy should be directed to the CAP/EOO or EOA.

A handwritten signature in blue ink that reads 'Amy S. Courter'.

AMY COURTER
Brig. General, CAP
Interim National Commander